

UNITED STATES MARINE CORPS
Supply School
Marine Corps Combat Service Support Schools
PSC 20041
Camp Lejeune, North Carolina 28542-0041

NCOSC 0101
JAN 00

STUDENT OUTLINE

SUPPLY OVERVIEW

LEARNING OBJECTIVES:

TERMINAL LEARNING OBJECTIVES: NONE

ENABLING LEARNING OBJECTIVES: NONE

OUTLINE

1. GENERAL INFORMATION

a. General. In order to support the mission of the Marine Corps, the Secretary of the Navy has authorized the Marine Corps to develop a separate and distinct supply system. The mission of this system is to provide and manage those items necessary for the operation and maintenance of the Fleet Marine Force (FMF), supporting establishments, and the Marine Corps Reserve.

b. Purpose. The Marine Corps supply system is dedicated to the single purpose of providing the necessary support to Marines in combat and is structured to be responsive to the needs of the operating and supporting forces, no matter where they are located.

2. COURSE SEQUENCE

a. Background. The Noncommissioned Officers Supply Course (NCOSC) is broken down into five phases. There will be an open book examination at the end of phases one through five. There will also be a Supply Account Exercise (SAX) at the end of phases two and three.

b. Phase I. Phase I is titled Miscellaneous supply procedures and will consist of the following classes:

(1) Supply Overview. This is just an overview of what you will be taught during this course.

(2) Manage Publication/Technical Research. This class will teach you how to perform technical research that will assist you and your clerks in everyday tasks in supply. You will be introduced to different computer programs and publications used throughout the Marine Corps.

(3) Manual Supply Procedures. This class will consist of those supply procedures that require manual processing. For example, clothing, petroleum, oils, and lubricants, and rations.

(4) Budget. This class will introduce you to the procedures used in the preparation of a budget.

(5) Procurement. This class will teach you how to order supplies and equipment and the paper work necessary to accomplish this.

(6) Cash Collections. This class will give you the basic knowledge on the procedures for dealing with collection of funds.

(7) Comprehensive Practical Application. This will be a practical application consisting of all courses given in this phase.

(8) By the end of this phase you will have received 22 hours of lecture and 13 hours of practical application. There will be 5 hours spent on reviewing, taking a written exam, and critiquing for a total of 40 hours.

c. Phase II. Phase II is the property accounting phase and will consist of the following classes:

(1) Asset Tracking for Logistics and Supply System (ATLASS) Navigation. This will give you the basic knowledge and skills to maneuver through the ATLASS system.

(2) Property Accounting. This class will introduce you to the accounting and management of the organizational assets.

(3) Investigations. This class will teach you the procedures and skills on how an investigation is conducted for missing or damaged assets.

(4) Supply Account Exercise (SAX). This exercise will incorporate all the information you have been taught throughout this course. This exercise will concentrate on ATLASS property accounting. This will be a total of 8 hours.

(5) By the end of this phase you will have received 15 hours of lecture, 5 hours of practical application, and 8 hours of Supply Account Exercise. There will be 5 hours spent on reviewing, taking a written exam, and critiquing for a total of 33 hours.

d. Phase III. Phase III consists of the requisitioning management phase and will consist of the following classes:

(1) Additional Demands. This class will teach you the procedures for automated requisitioning using the ATLASS program with an introduction to the Marine Corps Integrated Maintenance System (MIMMS).

(2) Management Reports. This class will introduce you to the different reports associated with additional demands, maintenance, and property accounting.

(3) Supply Account Exercise (SAX). This exercise will incorporate all the information you have been taught throughout this course. This exercise will concentrate on ATLASS additional demands.

(4) By the end of this phase you will have received 13 hours of lecture, 3 hours of practical application and 8 hours of SupplyAccount Exercise . There will be 5 hours spent on reviewing, taking a written exam, and critiquing for a total of 29 hours.

e. Phase IV. Phase IV is the warehouse procedures phase and will consist of the following classes:

(1) Miscellaneous Warehouse Operations. This class will give you the knowledge and skills on the procedures to conduct an inventory from start to finish and maintain accountability in the warehouse.

(2) Personal Effects. This class will provide the necessary information to conduct a personal effects inventory and properly account for personal effects in the supply section.

(3) Comprehensive Practical Application. This will be a practical application consisting of all courses given in this phase.

(4) By the end of this phase you will have received 14 hours of lecture and 5 hours of practical application. There will be 5 hours spent on reviewing, taking a written exam, and critiquing for a total of 24 hours.

f. Phase V. Phase V is the deployment/personnel management phase and will consist of the following classes:

(1) Supply Support. This class will cover supply support for deployment, embarkation, and field warehousing.

(2) Personnel Management. This class will cover information pertaining to the Individual Training Standards, System Approach to Training and Field Supply Maintenance Analysis Office (FSMAO)

(3) By the end of this phase you will have received 9 hours of lecture. There will be 5 hours spent on reviewing, taking a written exam, and critiquing for a total of 14 hours.

REFERENCES:

NONE